



September 29, 2022
Chancellor's Ballroom, The Carolina Inn

OPEN SESSION

FOR ACTION

1. **Resolution Regarding the Use of the SAORP for Tier I Senior Administrative Officers**

Dr. Becci Menghini, Vice Chancellor for Human Resources & Equal Opportunity Compliance

2. **Approval of Revisions to the EHRA Policy on Non-Salary and Deferred Compensation**

Dr. Becci Menghini, Vice Chancellor for Human Resources & Equal Opportunity Compliance

3. **Resolution Regarding the Development of an EHRA Bonus Program**

Dr. Becci Menghini, Vice Chancellor for Human Resources & Equal Opportunity Compliance

4. **Approval of Revised Faculty Ranges for School of Nursing**

Dr. Becci Menghini, Vice Chancellor for Human Resources & Equal Opportunity

FOR INFORMATION

1. **Snapshot of Class of 2026 and Overview of Enrollment Leadership Team**

Rachelle Feldman, Vice Provost for Enrollment

2. **Update from the Graduate Student Body President**

Theodore Nollert, Graduate Student Body President

3. **Update from the Faculty Chair**

Mimi Chapman, Faculty Chair, Associate Dean for Doctoral Education, and Frank A. Daniels Distinguished Professor for Human Service Policy Information

4. **Update from the Employee Forum**

Katie Musgrove, Chair

*Some of the business to be conducted is authorized by the N.C. Open Meetings Law to be conducted in closed session.

COMMITTEE MEMBERS

Rob Bryan, Chair

Teresa Artis Neal, Vice Chair

Dave Boliek, ex-officio

Gene Davis

John Preyer

Perrin Jones

Malcolm Turner

Allie Ray McCullen

Taliajah Vann



September 29, 2022
Agenda Item 1

- Situation:** The Committee has for its review a resolution delegating to the Chancellor (or his designee) the authority to approve participation in the Senior Administrative Officers Retirement Program (SAORP) for Tier I Senior Administrative Officers.
- Background:** On April 7, 2022, the Board of Governors authorized the boards of trustees of UNC System universities, on recommendation of their chancellors, to approve participation of Tier I SAAOs in the SAORP, with a contribution each calendar year not to exceed 10 percent of annualized base salary.
- Assessment:** The SAORP provides another tool to aid in the recruitment and retention of skilled senior level administrators. Delegating the authority to approve participation of Tier I SAAOs in the SAORP to the Chancellor and/or his designee will improve efficiency and flexibility in recruitment and retention.
- Action:** This item requires the BOT to pass a resolution delegating the to the University's Chancellor and/or his designee the authority to approve Tier I SAAO participation in the SAORP.



Resolution Regarding the Use of the SAORP for Tier I Senior Administrative Officers

September 29, 2022

WHEREAS, the Board of Governors of the University of North Carolina may authorize the participation of the president, chancellors, and selected Tier I Senior Academic and Administrative Officers (Tier I SAAOs) in certain deferred compensation programs and retirement arrangements pursuant to Section 300.2.14 of the UNC Policy Manual; and

WHEREAS, the Board of Governors previously authorized the establishment of the Senior Administrative Officer Retirement Program (SAORP) for certain University employees; and

WHEREAS, by resolution on April 7, 2022, the Board of Governors authorized the boards of trustees of UNC System universities, on recommendation of their chancellors, to approve participation of a constituent institution Tier I SAAOs in the SAORP, with a contribution each calendar year not to exceed 10 percent of annualized base salary; and

WHEREAS, the Board of Trustees of the University of North Carolina at Chapel Hill wishes to approve the use of the SAORP for Tier I SAAOs;

THEREFORE, be it resolved that the Board of Trustees approves the use of the SAORP for Tier I SAAOS and directs the Chancellor to bring to the Board for approval the names of each Tier I SAAO proposed for participation in the SAORP as well as the amount of the proposed contribution for each.



September 29, 2022

Agenda Item 2

Situation: The Committee has for its approval an updated EHRA Policy on Non-Salary and Deferred Compensation.

Background: Section 300.2.14 of the UNC Policy Manual provides UNC System universities with the authority to provide non-salary compensation for all personnel exempt from the North Carolina Human Resources Act, except for the chancellor and the president. Pursuant to Section 300.2.14, the University of North Carolina at Chapel Hill maintains a policy on Non-Salary and Deferred Compensation.

Assessment: With the April 2, 2022 authorization from the Board of Governors to the boards of trustees to approve participation of Tier I Senior Academic and Administrative Officers (SAAOs) in the Senior Administrators Optional Retirement Program (SAORP), the University needs to update its policy on Non-Salary and Deferred Compensation to reflect the availability of SAORP for Tier I SAAOs.

Action: Upon passage of the resolution regarding the use of the SAORP for Tier I senior administrative officers, the BOT must review and approve the updated policy language included herein.

Non-Salary And Deferred Compensation

Tags [University-Policy](#) [Applies-to-Faculty](#) [Applies-to-EHRA-Staff](#) [Compensation](#) [Moving-Expenses](#)

Title

Non-Salary And Deferred Compensation

Introduction

Purpose

This policy sets forth specific definitions and procedures for the payment of non-salary and deferred compensation to EHRA employees of The University of North Carolina at Chapel Hill ("UNC-Chapel Hill"). Any such compensation may only be paid in accordance with the provisions of this Policy and only after receiving the approvals specified herein.

The Board of Governors of the University of North Carolina, through Sections 300.2.14 and 300.2.14.1[R] of the UNC Policy Manual, requires each constituent institution to have a policy on non-salary and deferred compensation for employees who are exempt from the State Human Resources Act ("EHRA employees"). This Policy implements that mandate and establishes guidelines and procedures for non-salary and deferred compensation for EHRA employees at UNC-Chapel Hill.

Scope of Applicability

This Policy applies to all EHRA employees at UNC-Chapel Hill - except as noted below:

1. The Chancellor is exempt from this Policy. Subsection III of Section 300.2.14 of the UNC Policy Manual addresses non salary and deferred compensation for the Chancellor; Section 300.1.5 addresses the official residence provided to the Chancellor.
2. Compensation that is authorized by a faculty practice plan and/or faculty incentive pay plan, approved by the Chancellor and duly reported to the Board of Trustees and Board of Governors, is exempt from this Policy. Other forms of non-salary compensation provided to employees covered by these plans are subject to this Policy.
3. The Athletic Director and Head Coaches to whom individual employment contracts are issued and approved by the Board of Trustees and Board of Governors are exempt from this Policy, except that non-salary and/or deferred compensation that fall outside of the terms of such contracts is subject to this Policy. These employees are otherwise subject to Section 1100.3 of the UNC Policy Manual. All other Athletic Coaches are covered by this Policy, whether employed at-will or under term appointments.

Policy

Policy Statement

Within the parameters outlined below, non-salary compensation may be provided to EHRA employees for reasons that are relevant to attracting or retaining faculty and staff of the highest possible quality.

1. Decisions concerning non-salary compensation must be consistent with the University's Policy on Prohibited Discrimination, Harassment, and Related Misconduct and not be based in whole or in part on any employee's protected status.
2. In accordance with Section 300.2.14, this Policy specifies non-salary compensation that is provided to defined categories of EHRA employees at UNC Chapel Hill.
3. Advance approval by the Board of Trustees is required for any non-salary compensation not specifically authorized in this Policy or that exceeds the specified compensation limits; approval for any deferred compensation not already permitted under UNC policies must be granted by the Board of Governors.

Funding Sources & Tax Reporting

1. The funding source for non-salary compensation may **not** be State-appropriated funds, unless either specifically noted in this Policy or separately approved by the Board of Trustees, and then only when permitted by guidelines issued by the Office of State Budget and Management.
2. Non-salary compensation may be funded by an associated entity of UNC-Chapel Hill only if permitted by that entity's policies and if the compensation meets all other requirements of this Policy. Such compensation remains subject to advance review and approval by the applicable University central offices per Section VII of this Policy.
3. To comply with Internal Revenue Service ("IRS") regulations, certain forms of non-salary compensation may require individuals to maintain written records to document business and non-business (i.e., personal) use to ensure appropriate tax withholding and reporting by University Payroll Services. Such records must be provided by the subject employee when requested by the University.
4. Employees receiving non-salary compensation are responsible for ensuring their individual compliance with any applicable State and Federal tax laws. Employees should consult with the relevant taxing authority or their personal tax advisor for more information regarding the applicable tax regulations.

Types of Non-Salary Compensation

1. **Household Moving Expenses**
 - a. Based on available resources, Department Heads have the option to include moving expenses as part of a hiring offer for relocating EHRA employees. Not every offer is intended or required to include such provisions, and its inclusion should be based on business necessity to attract well-qualified candidates.
 - b. In accordance with the State Budget Manual, moving expenses cannot be paid from State-appropriated funds for initial employment. Actual costs of moving standard household goods and personal effects may be paid from non-State-

appropriated funds and requires three estimates in accordance with the State Budget Manual.

- c. The Chancellor has issued a standing authorization to supervising Deans to provide moving expenses (up to a designated limit) as part of an initial appointment offer for EHRA employees serving within a School/College.
- d. The Chancellor has issued a standing authorization to the Athletic Director for moving expenses (up to a designated limit) as part of an initial appointment offer for coaches, assistant/associate coaches, assistant/associate athletic directors, and other EHRA instructional Athletics staff.
- e. Such delegations and authorization levels may be subsequently changed or updated outside of this Policy, as long as any such change remains in compliance with overarching UNC System and University policy.
- f. Household moving expenses for all other EHRA employees or in amounts exceeding designated limits must be authorized in advance on a case-by-case basis by the Chancellor, Executive Vice Chancellor and Provost, or supervising Vice Chancellor.

2. Home Search Expenses

- a. Based on available resources, Department Heads have the option to include expenses arising from home searches as part of a hiring offer for relocating EHRA employees. Not every offer is intended or required to include such provisions, and its inclusion should be based on business necessity to attract well-qualified candidates.
- b. The inclusion of home search expenses in a hiring offer must have the approval of the supervising Vice Chancellor, Dean, or Athletic Director.
- c. The State Budget Manual provides guidance for employee travel and subsistence for the purpose of conducting a home search with family. This Policy allows for up to three such two day trips. Such home search expenses related to initial employment cannot be paid from State-appropriated funds.

3. Temporary Housing as Part of Initial Hiring

- a. Based on available resources, Department Heads have the option to include temporary housing assistance as part of a hiring offer for relocating EHRA employees. Not every offer is intended or required to include such provisions, and its inclusion should be based on business necessity to attract well-qualified candidates.
- b. Positions categorized as faculty, senior academic and administrative officers, coaches, assistant/associate coaches, assistant/associate athletic directors, and other EHRA instructional athletics personnel may be reimbursed for received temporary housing costs as part of the initial hire. This reimbursement cannot exceed \$2,500 per calendar month for up to six months, at the discretion of the supervising Vice Chancellor, Dean, or Athletic Director.
- c. All other categories of EHRA employees may be authorized to receive reimbursement for temporary housing expenses within these same limits on a case-by-case basis by the Chancellor, the Executive Vice Chancellor and Provost, or supervising Vice Chancellor.
- d. An EHRA employee who does not utilize the entire authorized housing allowance may be permitted (but is not required) by the supervising senior officer to utilize

any remaining amount to extend the arrangement for a period not to exceed three additional months beyond their allotted duration. The total of all such expenditures, including any extension, may not exceed the total allowance authorized as part of the hiring offer, nor may any individual monthly reimbursement exceed \$2,500.

- e. The Chancellor has the authority to authorize a housing allowance in an amount up to \$3,000 per calendar month and/or a total duration of up to one year under special circumstances to attract unique or hard-to-recruit talent to the University.
 - f. Temporary housing costs that exceed the authorized amount or duration must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.
- 4. Temporary Housing & Incidental Expenses as Part of a Remote Duty Assignment**
- a. Any EHRA employee covered by this Policy may be reimbursed for received expenses, including temporary housing and other incidental living costs necessary to facilitate a temporary out-of-state or foreign-duty work assignment (e.g., study abroad assignments, remote research stations), not to exceed \$2,500 per calendar month for a period not to exceed one year, with the approval of the Chancellor, the Executive Vice Chancellor and Provost, or the supervising Vice Chancellor or Dean.
 - b. The Chancellor has the authority to authorize temporary housing and other incidental living costs per item 4.a above in an amount not to exceed \$3,000 per calendar month and/or a total duration of up to 18 months, when deemed necessary to conduct legitimate University business that is out-of-state or related to a foreign-duty work assignment.
 - c. Any reimbursements that exceed these limits or duration must be authorized in advance on a case-by-case basis by the Board of Trustees.
 - d. The payment of any extraordinary dependent educational expenses must be authorized in advance on a case-by-case basis by the Board of Trustees.

5. Ongoing Housing Required by Job Assignment

Lodging or housing provided to an employee as a required condition of employment (e.g., a facility caretaker) or housing provided to resident staff employed by the Division of Student Affairs to work in University residence halls may be permitted with the approval of the Chancellor, the Executive Vice Chancellor and Provost, or the supervising Vice Chancellor or Dean.

6. Vehicle Allowances

- a. The Chancellor is authorized (but not required) to provide the use of one leased vehicle, courtesy vehicle, or comparable vehicle allowance to the Executive Vice Chancellor and Provost, any of the Vice Chancellors, and the Director of State Relations for the primary purpose of conducting University business. The annual taxable income value for any non-business use of said vehicle and related operating expenses may not exceed \$7,500.
- b. The Athletic Director is authorized (but not required) to provide the use of one leased vehicle, courtesy vehicle, or comparable vehicle allowance to the Assistant/Associate Athletic Directors, Head Coaches, Assistant/Associate Coaches, and Head Trainers for the primary purpose of conducting University

business. The annual taxable income value for any non-business use of said vehicle and related operating expenses may not exceed \$7,500.

- c. Vehicle allowances for all categories of EHRA employees except those listed above, or which exceed any of the specified limits above, must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

7. University-Affiliated Club Memberships

- a. Positions categorized as Senior Academic and Administrative Officers (SAAO) Tier I, the University's Deputy Chief Advancement Officer, and the Chief Advancement Officer of each School/College may be provided with individual memberships at any on-campus University-affiliated club for job-related purposes. The Chancellor must approve all such memberships, with the exception of the Chief Advancement Officers of a School/College, which must be approved by the supervising Dean.
- b. University departments may hold a "departmental" membership, in the name of the Department Head, for departmental business use only at the University's institution-affiliated clubs, if such memberships are allowed by club policy. Such departmental memberships must be approved in advance by the Chancellor and/or the applicable Vice Chancellor who oversees the department in question.
- c. All personal use of departmental memberships is prohibited. In no case may the funding source for either individual or departmental memberships be State appropriated funds.

8. External Club Memberships

- a. The Executive Vice Chancellor and Provost and the Vice Chancellor for Advancement may be provided with one external club membership for job-related purposes.
- b. Any such club must have a policy prohibiting discrimination against individuals or groups protected by federal or North Carolina law.
- c. Any University-paid external club memberships provided to other EHRA employees or additional University-paid external club memberships provided to the two senior officers noted above must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

9. Athletic Facility Memberships

- a. The following EHRA employees may (but are not required) to receive paid membership or access to University athletic and physical fitness facilities (as appropriate) for job-related purposes by the supervising Vice Chancellor, Dean or Athletics Director:
 - i. Individuals who hold academic rank and a primary faculty appointment in the Department of Exercise and Sport Science and whose primary role is to provide physical education instruction to students.
 - ii. EHRA professionals in the Departments of Exercise and Sport Science, Campus Recreation, and Athletics whose primary responsibilities involve providing direct physical training to students/athletes and/or ensuring the safety and maintenance of fitness and physical education equipment.
 - iii. In no case may the funding source be State-appropriated funds.

- b. All other University-paid memberships in health clubs/fitness facilities for all other categories of EHRA employees must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

10. Campus Athletic & Cultural Events

- a. Positions categorized as Senior Academic and Administrative Officers (SAAO) Tier I as well as other EHRA professionals whose primary responsibilities include solicitation of donors may be provided with complimentary admission to University-related athletic or cultural events for job-related purposes, including complimentary admission for an accompanying guest, such as a spouse/partner, if the guest is expected to assist in University-related hosting activities.
- b. Complimentary athletics event tickets may be provided for coaches and athletics administrators in accordance with a standardized, position-based schedule that is maintained by the Athletic Director and approved by the Chancellor.
- c. Ongoing or routine athletics or cultural event complimentary admission provided to any individual or similarly situated group of EHRA employees for discretionary (non business-related) use must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees and must be reported for tax purposes.
 - i. An exception is permitted for excess single-use tickets to campus events that could not otherwise be sold (and as a result are deemed to have no market value) and will be distributed as occasional employee recognition/appreciation awards by the Chancellor, Executive Vice Chancellor and Provost, or the supervising Vice Chancellor or Dean.

11. Incentive-Based Compensation for Certain Athletics Employees

Incentive-based compensation beyond base salary provided to any EHRA employee in the Department of Athletics (other than specific compensation for the Athletic Director and Head Coaches with individual contracts covered by Section 1100.3 of the UNC Policy Manual), for reasons including, but not limited to, reaching performance goals such as post-season playoffs or student-athlete academic achievement levels, must be approved by the Board of Trustees. Such approvals may be on a case-by-case basis or by a standard schedule proposed to the Board of Trustees by the Athletic Director with the Chancellor's concurrence.

12. Incentive-Based Compensation for Other Employees

Any form of incentive-based compensation beyond base salary to be paid to any EHRA employee in recognition of performance or productivity, except as provided for in this Policy, must be expressly authorized by the Chancellor and the Board of Trustees and conform with any relevant policies and guidelines of the Board of Governors then in effect.

13. Educational Assistance, Dependent Care, and Related Benefits

Any employer-provided benefits in excess of current IRS limits for qualified educational assistance, dependent care, or similar benefit programs must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees and must be reported to Payroll as taxable compensation on a case-by-case basis.

Deferred Compensation

1. Deferred Compensation for Tier I Senior Academic and Administrative Officers Other than the Chancellor

Tier I Senior Academic and Administrative Officers (SAAOs) are eligible pursuant to Section 300.2.14.1[R] of the UNC Policy Manual for deferred compensation in the form of annual contributions to a qualified executive retirement plan administered by the UNC System Office, on recommendation of the Chancellor with the approval of the Board of Trustees. Approval to participate in the qualified executive retirement plan does not automatically constitute approval to receive contributions to the plan. In order to receive contributions to the plan, the Chancellor must annually recommend any such contribution for approval by the Board of Trustees.

a. Notification to UNC System Office

For each Tier I SAAO employee approved by the Board of Trustees to participate in the retirement plan, the University will provide written notification to the UNC System Office that includes the following:

- i. The source(s) of funds from which the contributions will be made and the amount of the proposed contribution(s) as a percentage of the eligible employee's base salary;
- ii. Whether the contribution(s) will be ongoing until appointment end or will expire in a specified period; and
- iii. The vesting period that will apply to all contributions made to the eligible employee's qualified executive retirement plan account.

b. Permissible Contribution Amount

Contributions to any individual employee participating in the qualified executive retirement plan must occur once annually and may not exceed ten percent (10%) of the employee's current base salary in effect at the time the contribution is made by the UNC System Office.

c. Entitlement to Contributions

No employee, position, or group of positions is entitled to contributions to the qualified executive retirement plan. All such contributions are voluntary on the part of the University and may be suspended or discontinued at any time and for any reason by the UNC Board of Governors, the Board of Trustees, or the president. Further, contributions are subject to availability of institutional funds, and no contribution will be made if an employee has received notice of an end of appointment and/or is no longer currently actively employed by the University regardless of prior approvals or written commitments of same.

d. Source of Funds

Contributions may be made with any source of funds, including state or non-state appropriations if the funding source permits an expenditure for this purpose.

e. Vesting Period

The University must identify and communicate to the employee at the time of the initial contribution a specified vesting period, which may be immediate but may not exceed five (5) years.

f. Administrative Procedures

Contributions under this Policy may only be made to the applicable qualified executive retirement plan administered by the UNC System Office using forms and procedures established by the Plan Administrator, who will provide these forms and procedures to the University's chief human resources officer upon request.

2. Other Deferred Compensation Plans

- a. The State of North Carolina and UNC-Chapel Hill offer employees certain deferred compensation benefits, including voluntary (employee-paid) 457, 403(b), and 401(k) options. Employer contributions to these plans by UNC-Chapel Hill or its affiliated entities are not permitted under UNC policy for employees covered by this Policy.
- b. This Policy does not prohibit regular employer contributions to the State of North Carolina Teachers and State Employee's Retirement System (TSEERS) or the University of North Carolina Optional Retirement Program (ORP) as provided by State law or UNC policy.
- c. Unless expressly outlined in this Policy or otherwise approved by the Board of Governors, UNC-Chapel Hill or its associated entities may not provide any other employer-paid, entity-paid, or privately-paid options for deferred compensation to any employee covered by this Policy.

Roles & Responsibilities

- All non-salary compensation for EHRA employees must be requested by the supervising Department Head using forms published for this purpose jointly by the Executive Vice Chancellor and Provost and the Vice Chancellor for Human Resources.
- Any allowable non-salary compensation may not be implemented or paid without final approval from the Office of the Executive Vice Chancellor and Provost (for Faculty) or the Office of Human Resources (for EHRA Non-Faculty) unless otherwise explicitly set forth in this Policy.
- Any requests for non-salary compensation that require advance approval by the Board of Trustees or the Board of Governors under this Policy must be transmitted to the applicable Board(s) with the Chancellor's concurrence.

Exceptions

1. Exclusions from the Definition of Non-Salary Compensation:
 - a. Non-salary compensation does not include:
 - i. Base salary.
 - ii. Salary supplements for additional temporary, acting, or interim responsibilities.
 - iii. Lump sum payments for additional duties disbursed promptly upon completion of the work assignment.
 - iv. Stipends associated with named or endowed professorships.
 - v. Compensation to correct a payroll error that is promptly disbursed upon discovery.
 - vi. One-time payment for awards related to recognition programs established and approved by the Chancellor, the Executive Vice Chancellor and Provost, or by the Vice Chancellor for Human Resources or his/her designee and included in the published Office of Human Resources Awards Registry.
 - b. Items that are required by the University for the express purpose of conducting University business are also not considered "non-salary compensation" and thus are excluded from this Policy. Examples include:
 - i. Reimbursement of professional or work-related travel expenses, including mileage reimbursement for business use of a personal vehicle, and allowable per-diem meal expenditures.
 - ii. Payment of required visa-related fees for work authorization of non-resident alien employees.
 - iii. Provision of equipment to perform the work of the position (even if used at home) including computers, cellular phones, personal data assistants (PDA), pagers and similar work-related items.

Definitions

1. Non-Salary Compensation: Non-salary compensation includes, but is not limited to, payment of moving expenses, provision of a motor vehicle or motor vehicle allowance, provision of housing or housing allowance, club memberships, or any other special benefit of monetary value provided to employees for job-related reasons.
2. Deferred or Delayed Compensation: "Deferred" or "delayed" salary or compensation is defined as but not limited to:
 - a. Any payment or contribution by UNC-Chapel Hill or one of its associated entities, whether paid directly to the employee, to the employee's account or plan, or to a person acting in a capacity similar to a trustee for the employee, and which is paid later than the regular or next subsequent payment cycle.
 - b. Traditional 457 deferred compensation plans, retirement plans or accounts, annuities, and life insurance that accumulate cash value. This definition includes both tax-qualified and non-qualified plans and any other similar form of payment, whether tax-sheltered or not.

Contact Information

Policy Contact

Policy Contact Information Table

Address	Phone Number	Email
Office of Human Resources 104 Airport Drive, CB #1045 Chapel Hill, NC 27599	(919)843-2300	hr@unc.edu

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0 reviews

Non-Salary And Deferred Compensation

Tags [University-Policy](#) [Applies-to-Faculty](#) [Applies-to-EHRA-Staff](#) [Compensation](#) [Moving-Expenses](#)

Title

Non-Salary And Deferred Compensation

Introduction

Purpose

This policy sets forth specific definitions and procedures for the payment of non-salary and deferred compensation to EHRA employees of ~~the~~ the University of North Carolina at Chapel Hill ("UNC-Chapel Hill"). Any such compensation may only be paid in accordance with the provisions of this Policy and only after receiving the approvals specified herein.

The Board of Governors of the University of North Carolina, through Sections 300.2.14 [and 300.2.14.1\[R\] of the UNC Policy Manual](#), requires each constituent institution to have a policy on non-salary and deferred compensation for employees who are exempt from the State [Personnel Human Resources Act](#) ("EHRA employees"). This Policy implements that mandate and establishes guidelines and procedures for non-salary and deferred compensation for EHRA employees at ~~UNC-The University of North Carolina at~~ Chapel Hill ([UNC-Chapel Hill](#)).

Scope of Applicability

This Policy applies to all EHRA employees at UNC-Chapel Hill - except as noted below:

1. The Chancellor is exempt from this Policy. Subsection III of Section 300.2.14 [of the UNC Policy Manual](#), [Section C](#), addresses non salary and deferred compensation for the Chancellor; [UNC Policy Section](#) 300.1.5 addresses the official residence provided to the Chancellor.
2. Compensation that is authorized by a faculty practice plan and/or faculty incentive pay plan, approved by the Chancellor and duly reported to the Board of Trustees and Board of Governors, ~~are~~is exempt from this Policy. Other forms of non-salary compensation provided to employees covered by these plans are subject to this Policy.
3. The Athletic Director and Head Coaches to whom individual employment contracts are issued and approved by the Board of Trustees and Board of Governors are exempt from this Policy, except that non-salary and/or deferred compensation that fall outside of the terms of such contracts ~~are~~is subject to this Policy. These employees are otherwise subject to Section 1100.3 [of the UNC Policy Manual](#). All other Athletic Coaches are covered by this Policy, whether employed at-will or under term appointments.

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Policy Statement

Within the parameters outlined below, non-salary compensation may be provided [to EHRA employees](#) for reasons that are relevant to attracting or retaining faculty and staff of the highest possible quality.

1. Decisions concerning non-salary compensation [mustshall](#) be consistent with the University's Policy on [Prohibited Non-Discrimination, Harassment, and Related Misconduct](#) and not be based in whole or in part on any [EHRA](#) employee's protected status.
2. In accordance with [The UNC System General Administration Policy Manual Section 300.2.14](#), this Policy specifies non-salary compensation that is provided to defined categories of EHRA employees at UNC Chapel Hill.
3. Advance approval by the Board of Trustees is required for any non-salary compensation not specifically authorized in this Policy or that exceeds the specified compensation limits; approval for any deferred compensation not already permitted under UNC policies must be granted by the Board of Governors.

Funding Sources & Tax Reporting

1. The funding source for non-salary compensation [mayshall](#) not be State-appropriated funds, unless either specifically noted in this Policy or separately approved by the Board of Trustees, and then only when permitted by guidelines issued by the Office of State Budget and Management.
2. Non-salary compensation may be funded by an associated entity of UNC-Chapel Hill only if permitted by that entity's policies and if the compensation meets all other requirements of this Policy. Such compensation remains subject to advance review and approval by the applicable University central offices per Section VII of this Policy.
3. To comply with Internal Revenue Service (["IRS"](#)) regulations, certain forms of non-salary compensation may require individuals to maintain written records to document business and non-business (i.e., personal) use to ensure appropriate tax withholding and reporting by University Payroll Services. Such records [mustshall](#) be provided by the subject employee when requested by the University.
4. Employees receiving non-salary compensation are responsible for ensuring their individual compliance with any applicable State and Federal tax laws. Employees should consult with the relevant taxing authority or their personal tax advisor for more information regarding the applicable tax regulations.

Types of Non-Salary Compensation

1. **Household Moving Expenses**
 - a. Based on available resources, Department Heads have the option to include moving expenses as part of a hiring offer for relocating EHRA employees. Not

every offer is intended or required to include such provisions, and its inclusion should be based on business necessity to attract well-qualified candidates.

- b. In accordance with the State Budget Manual, moving expenses cannot be paid from State-appropriated funds for initial employment. Actual costs of moving standard household goods and personal effects may be paid from non-State-appropriated funds, and requires three estimates in accordance with the State Budget Manual.
 - c. The Chancellor has issued a standing authorization to supervising Deans to provide moving expenses (up to a designated limit) as part of an initial appointment offer for EHRA faculty and non-faculty employees serving within a School/College.
 - d. The Chancellor has issued a standing authorization to the Athletic Director for moving expenses (up to a designated limit) as part of an initial appointment offer for coaches, assistant/associate coaches, assistant/associate athletic directors, and other EHRA instructional A~~athletics~~ staff.
 - e. Such delegations and authorization levels may be subsequently changed or updated outside of this Policy, as long as any such change remains in compliance with overarching UNC System and University policy.
 - f. Household moving expenses for all other EHRA employees or in amounts exceeding designated limits must be authorized in advance on a case-by-case basis by the Chancellor, Executive Vice Chancellor and Provost, or supervising Vice Chancellor.
2. **Home Search Expenses**
- a. Based on available resources, Department Heads have the option to include house hunting expenses arising from home searches as part of a hiring offer for relocating EHRA employees. Not every offer is intended or required to include such provisions, and its inclusion should be based on business necessity to attract well-qualified candidates.
 - b. The inclusion of home search house hunting expenses in a hiring offer must have the approval of the supervising Vice Chancellor, Dean, or Athletic Director.
 - c. The State Budget Manual provides guidance for employee travel and subsistence for the purpose of conducting a home search house hunting with family. This Policy allows for up to three such two day trips. Such home search house hunting expenses related to initial employment cannot be paid from State-appropriated funds.

3. **Temporary Housing as Part of Initial Hiring**

- a. Based on available resources, Department Heads have the option to include temporary housing assistance as part of a hiring offer for relocating EHRA employees. Not every offer is intended or required to include such provisions, and its inclusion should be based on business necessity to attract well-qualified candidates.
- b. Positions categorized as faculty, senior academic and administrative officers, coaches, assistant/associate coaches, assistant/associate athletic directors, and other EHRA instructional athletics personnel may be reimbursed for received temporary housing costs as part of the initial hire. This reimbursement cannot

exceed \$2,500 per calendar month for up to six months, at the discretion of the supervising Vice Chancellor, Dean, or Athletic Director.

- c. All other categories of EHRA employees may be authorized to receive reimbursement for temporary housing expenses within these same limits on a case-by-case basis by the Chancellor, the Executive Vice Chancellor and Provost, or supervising Vice Chancellor.
- d. An EHRA employee who does not utilize the entire authorized housing allowance may be permitted (but is not required) by the supervising senior officer to utilize any remaining amount to extend the arrangement for a period not to exceed three additional months beyond their allotted duration. The total of all such expenditures, including any extension-, may not exceed the total allowance authorized as part of the hiring offer, nor may any individual monthly reimbursement exceed \$2,500.
- e. The Chancellor ~~shall have~~ the authority to authorize a housing allowance in an amount up to \$3,000 per calendar month and/or a total duration of up to one year under special circumstances, to attract unique or hard-to-recruit talent to the University-.
- f. Temporary housing costs that exceed the authorized amount or duration must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

4. Temporary Housing & Incidental Expenses as Part of a Remote Duty Assignment

- a. Any EHRA employee covered by this Policy may be reimbursed for received expenses, including temporary housing and other incidental living costs necessary to facilitate a temporary out-of-state or foreign-duty work assignment (e.g., study abroad assignments, remote research stations, ~~etc.~~), not to exceed \$2,500 per calendar month for a period not to exceed one year, with the approval of the Chancellor, the Executive Vice Chancellor and Provost, or the supervising Vice Chancellor or Dean.
- b. The Chancellor ~~shall have~~ the authority to authorize temporary housing and other incidental living costs per item 4.a above in an amount not to exceed \$3,000 per calendar month and/or a total duration of up to 18 months, when deemed necessary to conduct legitimate University business that is out-of-state or related to a foreign-duty work assignment.
- c. Any reimbursements that exceed these limits or duration must be authorized in advance on a case-by-case basis by the Board of Trustees-.
- d. The payment of any extraordinary dependent educational expenses must be authorized in advance on a case-by-case basis by the Board of Trustees-.

5. Ongoing Housing Required by Job Assignment

Lodging or housing provided to an employee as a required condition of employment (e.g., a facility caretaker) or housing provided to resident staff employed by the Division of Student Affairs to work in University residence halls may be permitted with the approval of the Chancellor, the Executive Vice Chancellor and Provost, or the supervising Vice Chancellor or Dean.

6. Vehicle Allowances

- a. The Chancellor is authorized (but not required) to provide the use of one leased vehicle, courtesy vehicle, or comparable vehicle allowance to the Executive Vice

Chancellor and Provost, any of the Vice Chancellors, and the Director of State Relations for the primary purpose of conducting University business. The annual taxable income value for any non-business use of said vehicle and related operating expenses may not exceed \$7,500.

- b. The Athletic Director is authorized (but not required) to provide the use of one leased vehicle, courtesy vehicle, or comparable vehicle allowance to the Assistant/Associate Athletic Directors, Head Coaches, Assistant/Associate Coaches, and Head Trainers for the primary purpose of conducting University business. The annual taxable income value for any non-business use of said vehicle and related operating expenses may not exceed \$7,500.
- c. Vehicle allowances for all categories of EHRA employees except those listed above, or which exceed any of the specified limits above, must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

7. University-Affiliated Club Memberships

- a. Positions categorized as Senior Academic and Administrative Officers (SAAO) Tier I, the University's Deputy Chief Advancement Officer, and the Chief Advancement Officer of each School/College may be provided with individual memberships at any on-campus University-affiliated club for job-related purposes. The Chancellor must approve all such memberships, with the exception of the Chief Advancement Officers of a School/College, which must be approved by the supervising Dean.
- b. University departments may hold a "departmental" membership, in the name of the Department Head, for departmental business use only at the University's institution-affiliated clubs, if such memberships are allowed by club policy. Such departmental memberships must be approved in advance by the Chancellor and/or the applicable Vice Chancellor who oversees the department in question.
- c. All personal use of departmental memberships is prohibited. In no case may the funding source for either individual or departmental memberships be State appropriated funds.

8. External Club Memberships

- a. The Executive Vice Chancellor and Provost and the Vice Chancellor for Advancement may be provided with one external club membership for job-related purposes.
- b. Any such club must have a policy prohibiting discrimination against individuals or groups protected by federal and North Carolina law.
- c. Any University-paid external club memberships provided to other EHRA employees or additional University-paid external club memberships provided to the two senior officers noted above must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

9. Athletic Facility Memberships

- a. The following EHRA employees may (but are not required) to receive be provided-paid membership or access to University athletic and physical fitness facilities (as appropriate) for job-related purposes by the supervising Vice Chancellor, Dean or Athletics Director:

- i. Individuals who hold academic rank and a primary faculty appointment in the Department of Exercise and Sport Science, and whose primary role is to provide physical education instruction to students.
 - ii. EHRA professionals in the Departments of Exercise and Sport Science, Campus Recreation, and Athletics, whose primary responsibilities involve providing direct physical training to students/athletes and/or ensuring the safety and maintenance of fitness and physical education equipment.
 - iii. In no case may the funding source be State-appropriated funds.
- b. All other University-paid memberships in health clubs/fitness facilities for all other categories of EHRA employees must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees.

10. Campus Athletic & Cultural Events

- a. Positions categorized as Senior Academic and Administrative Officers (SAAO) Tier I as well as other EHRA professionals whose primary responsibilities include solicitation of donors may be provided with complimentary admission to University-related athletic or cultural events for job-related purposes, including complimentary admission for an accompanying guest, such as a spouse/partner, if the guest is expected to assist in University-related hosting activities.
- b. Complimentary athletics event tickets may be provided for coaches and athletics administrators in accordance with a standardized, position-based schedule that is maintained by the Athletic Director and approved by the Chancellor.
- c. Ongoing or routine athletics or cultural event complimentary admission provided to any individual or similarly situated group of EHRA employees for discretionary (non business-related) use must be submitted on a case-by-case basis for advance review and approval by the Board of Trustees and must be reported for tax purposes.
 - i. An exception is permitted for excess single-use tickets to campus events that could not otherwise be sold (and as a result are deemed to have no market value) and will be distributed as occasional employee recognition/appreciation awards by the Chancellor, Executive Vice Chancellor and Provost, or the supervising Vice Chancellor or Dean.

11. Incentive-Based Compensation for Certain Athletics Employees

Incentive-based compensation beyond base salary provided to any EHRA employee in the Department of Athletics (other than specific compensation for the Athletic Director and Head Coaches with individual contracts covered by Section 1100.3 [of the UNC Policy Manual](#)), for reasons including, but not limited to, reaching performance goals such as post-season playoffs or student-athlete academic achievement levels, must be approved by the Board of Trustees. Such approvals may be on a case-by-case basis or by a standard schedule proposed to the Board of Trustees by the Athletic Director with the Chancellor's concurrence.

12. Incentive-Based Compensation for Other Employees

Any form of incentive-based compensation beyond base salary to be paid to any EHRA employee in recognition of performance or productivity, except as provided for in this Policy, must be expressly authorized by the Chancellor and the Board of Trustees and conform with any relevant policies and guidelines of the Board of Governors then in effect.

13. Educational Assistance, Dependent Care, and Related Benefits

Any employer-provided benefits in excess of current IRS limits for qualified educational assistance, dependent care, or similar benefit programs must be submitted on a case-by case basis for advance review and approval by the Board of Trustees; and must be reported to Payroll as taxable compensation on a case-by-case basis.

Deferred Compensation

1. Deferred Compensation for Tier I Senior Academic and Administrative Officers Other than the Chancellor

Tier I Senior Academic and Administrative Officers (SAAOs) are eligible pursuant to Section 300.2.14.1[R] of the UNC Policy Manual for deferred compensation in the form of annual contributions to a qualified executive retirement plan administered by the UNC System Office, on recommendation of the Chancellor with the approval of the Board of Trustees. Approval to participate in the qualified executive retirement plan does not automatically constitute approval to receive contributions to the plan. In order to receive contributions to the plan, the Chancellor must annually recommend any such contribution for approval by the Board of Trustees.

a. Notification to UNC System Office

For each Tier I SAAO employee approved by the Board of Trustees to participate in the retirement plan, the University will provide written notification to the UNC System Office, that includes the following:

- i. The source(s) of funds from which the contributions will be made and the amount of the proposed contribution(s) as a percentage of the eligible employee's base salary;
- ii. Whether the contribution(s) will be ongoing until appointment end or will expire in a specified period; and
- iii. The vesting period that will apply to all contributions made to the eligible employee's qualified executive retirement plan account.

b. Permissible Contribution Amount

Contributions to any individual employee participating in the qualified executive retirement plan must occur once annually and may not exceed ten percent (10%) of the employee's current base salary in effect at the time the contribution is made by the UNC System Office.

c. Entitlement to Contributions

No employee, position, or group of positions is entitled to contributions to the qualified executive retirement plan. All such contributions are voluntary on the part of the University and may be suspended or discontinued at any time and for any reason by the UNC Board of Governors, the Board of Trustees, or the president. Further, contributions are subject to

availability of institutional funds, and no contribution will be made if an employee has received notice of an end of appointment and/or is no longer currently actively employed by the University regardless of prior approvals or written commitments of same.

d. Source of Funds

Contributions -may be made with any source of funds, including state or non-state appropriations if the funding source permits an expenditure for this purpose.

e. Vesting Period

The University must identify and communicate to the employee at the time of the initial contribution a specified vesting period, which may be immediate but may not exceed five (5) years.

f. Administrative Procedures

Contributions under this Policy may only be made to the applicable qualified executive retirement plan administered by the UNC System Office using forms and procedures established by the Plan Administrator, who will provide these forms and procedures to the University's chief human resources officer upon request.

2. Other Deferred Compensation Plans

- a. The State of North Carolina and UNC-Chapel Hill offer employees certain deferred compensation benefits, including voluntary (employee-paid) 457, 403(b), and 401(k) options. Employer contributions to these plans by UNC-Chapel Hill or its affiliated entities are not permitted under UNC policy for employees covered by this Policy.
- b. This Policy does not prohibit regular employer contributions to the State of North Carolina Teachers and State Employee's Retirement System (TSERS) or the University of North Carolina Optional Retirement Program (ORP) as provided by State law or UNC policy.
- c. Unless expressly outlined in this Policy or otherwise approved by the Board of Governors, UNC-Chapel Hill or its associated entities may not provide any other employer-paid, entity-paid-, or privately-paid options for deferred compensation to any employee covered by this Policy.

Roles & Responsibilities

- All non-salary compensation for EHRA employees must shall be requested by the supervising Department Head using forms published for this purpose jointly by the Executive Vice Chancellor and Provost and the Vice Chancellor for Human Resources.

- Any allowable non-salary compensation may~~shall~~ not be implemented or paid without final approval from having been communicated by the Office of the Executive Vice Chancellor and Provost (for Faculty) or the Office of Human Resources (for EHRA Non-Faculty) unless otherwise explicitly set forth in this Policy.
- Any requests for non-salary compensation that require advance approval by the Board of Trustees or the Board of Governors under this Policy must~~shall~~ be transmitted to the applicable Board(s) with the Chancellor's concurrence.

Exceptions

1. Exclusions from the Definition of Non-Salary Compensation:
 - a. Non-salary compensation does not include:
 - i. Base salary.
 - ii. Salary supplements for additional temporary, acting, or interim responsibilities.
 - iii. Lump sum payments for additional duties disbursed promptly upon completion of the work assignment.
 - iv. Stipends associated with named or endowed professorships.
 - v. Compensation to correct a payroll error that is promptly disbursed upon discovery.
 - vi. One-time payment for awards related to recognition programs established and approved by the Chancellor, the Executive Vice Chancellor and Provost, or by the Vice Chancellor for Human Resources or his/her designee and included in the published Office of Human Resources Awards Registry.
 - b. Items that are required by the University for the express purpose of conducting University business are also not considered "non-salary compensation" and thus are excluded from this Policy. Examples include:
 - i. Reimbursement of professional or work-related travel expenses, including mileage reimbursement for business use of a personal vehicle, and allowable per-diem meal expenditures.
 - ii. Payment of required visa-related fees for work authorization of non-resident alien employees.
 - iii. Provision of equipment to perform the work of the position (even if used at home) including computers, cellular phones, personal data assistants (PDA), pagers and similar work-related items.

Definitions

1. Non-Salary Compensation: Non-salary compensation includes, but is not limited to, payment of moving expenses, provision of a motor vehicle or motor vehicle allowance, provision of housing or housing allowance, club memberships, or any other special benefit of monetary value provided to employees for job-related reasons.
2. Deferred or Delayed Compensation: "Deferred" or "delayed" salary or compensation is defined broadly as including, but not limited to:

- a. Any payment or contribution by UNC-Chapel Hill or one of its associated entities, whether paid directly to the employee, to the employee's account or plan, or to a person acting in a capacity similar to a trustee for the employee, and which is paid later than the regular or next subsequent payment cycle.
- b. Traditional 457 deferred compensation plans, retirement plans or accounts, annuities, and life insurance that accumulate cash value. This definition includes both tax-qualified and non-qualified plans; and any other similar form of payment, whether tax-sheltered or not.

[UNC System Policy Manual](#)

Contact Information

Policy Contact

Policy Contact Information Table

Address	Phone Number	Email
Office of Human Resources 104 Airport Drive, CB #1045 Chapel Hill, NC 27599	(919)843-2300	hr@unc.edu



September 29, 2022
Agenda Item 3

Situation: The Committee has for its review a resolution authorizing the development of an EHRA Bonus Program.

Background: On May 26, 2022, the Board of Governors of the University of North Carolina authorized the boards of trustees for UNC system universities to provide for sign-on bonuses, retention bonuses, and/or performance bonuses such that those constituent campuses might recruit and retain needed talent to support the operations of the university, and authorized the UNC System President to issue any regulations or guidance necessary to implement that authority.

On August 31, 2022, the UNC System President issued Section 300.2.14.2[R] of the UNC Policy Manual, *Regulation on Delegated Authorities Regarding Non-Base Salary*

Assessment: The development of a bonus program, with sign-on, retention, and performance-based bonuses for EHRA employees, will provide another set of much-needed tools to support the University's efforts to recruit and retain a highly skilled, well-qualified workforce.

Action: This item requires the BOT to pass a resolution delegating the authority to establish a bonus program and to approve sign-on, retention and performance-based bonuses issued under the May 26, 2022 resolution and Section 300.2.14.2[R], to the Chancellor and his designees.



Resolution Regarding the Development of an EHRA Bonus Program

September 29, 2022

WHEREAS, Section 300.2.14 of the UNC Policy Manual provides UNC System universities with the authority to provide non-salary compensation for all personnel exempt from the North Carolina Human Resources Act, except for the chancellor and the president; and

WHEREAS, by resolution on May 26, 2022, the Board of Governors of the University of North Carolina authorized the boards of trustees for UNC system universities to provide for sign-on bonuses, retention bonuses, and/or performance bonuses for those employees to recruit and retain needed talent to support the operations of the University, and authorized the UNC System President to issue any regulations or guidance necessary to implement that authority; and

WHEREAS, on August 31, 2022, the UNC System President issued Section 300.2.14.2[R] of the UNC Policy Manual, *Regulation on Delegated Authorities Regarding Non-Base Salary Compensation for University Employees Exempt from the State Human Resources Act*; and

WHEREAS, Section 300.2.14.2[R] further authorizes the boards of trustees to delegate, in writing, to the chancellors and/or their designees by title, the authority to approve bonuses issued under bonus programs created under the May 26, 2022 resolution and Section 300.2.14.2[R], with the exclusion of bonuses for Tier I Senior Academic and Administrative Officers (Tier I SAAOs), which may not be further delegated; and

WHEREAS, the Board of Trustees of the University of North Carolina at Chapel Hill wishes to delegate to the Chancellor, and/or his designee, the authority to create and administer sign-on, retention, and performance-based bonus programs, as well as to approve bonuses issued under such programs to EHRA faculty and EHRA non-faculty employees other than Tier I SAAOs;

THEREFORE, be it resolved that the Board of Trustees delegates to the Chancellor, and/or his designees (the Vice Chancellor for Human Resources and Equal Opportunity and Compliance and the Associate Vice Chancellor for Human Resources) the authority to administer sign-on, retention, and performance-based bonus programs as well as to approve bonuses issued under such programs to EHRA faculty and EHRA non-faculty employees other than Tier I SAAOs.



September 29, 2022

Agenda Item 4

Situation: The Committee has for its approval new faculty salary ranges for the School of Nursing.

Background: Section 600.3.4 of the UNC Policy Manual, *Policy on the Delegations of Authority and Granting Management Flexibility in Human Resources Matters*, provides that simultaneous with the president's authorization of an institution's management flexibility plan, the board of trustees of that institution is also delegated the authority to establish faculty salary ranges within different academic disciplines based on relevant market data.

Assessment: Recruiting and retaining qualified clinical and instructional nursing professionals continues to be an ongoing challenge in the face of a nationwide nursing shortage. The School of Nursing seeks to extend its faculty ranges to remain competitive in the market and ensure the continued success of its nursing programs. It is recommended that the BOT approve these proposed updated salary ranges for the School of Nursing.

Action: This item requires approval by the Board of Trustees.

The School of Nursing faculty salary ranges are being updated based on changes in the market data. The School of Nursing uses the AACN's 75th percentile as their targeted midpoint.

Current Ranges - 9-month

What is the Department reference appt?		What is the Department reference point?		What spread would you like? (Not Less than 60%)	
Ranks	Minimum	Midpoint	Maximum	Range Spread	Max - Min / Min = Range Spread
Professor	\$ 84,156	\$ 147,273	\$ 210,390	150%	150%
Associate Professor	\$ 67,191	\$ 107,505	\$ 147,819	120%	120%
Assistant Professor	\$ 62,221	\$ 88,665	\$ 115,109	85%	85%
Clinical Professor	\$ 78,959	\$ 138,179	\$ 197,399	150%	150%
Clinical Associate Professor	\$ 63,163	\$ 101,061	\$ 138,959	120%	120%
Clinical Assistant Professor	\$ 60,982	\$ 86,900	\$ 112,818	85%	85%
Clinical Instructor	\$ 60,698	\$ 78,907	\$ 97,116	60%	60%

Proposed Ranges - 9-month

What is the Department reference appt?		What is the Department reference point?		What spread would you like? (Not Less than 60%)	
Ranks	Minimum	Midpoint	Maximum	Range Spread	Max - Min / Min = Range Spread
Professor	\$ 90,947	\$ 159,158	\$ 227,369	150%	150%
Associate Professor	\$ 72,671	\$ 116,274	\$ 159,877	120%	120%
Assistant Professor	\$ 65,508	\$ 93,349	\$ 121,190	85%	85%
Clinical Professor	\$ 82,894	\$ 145,064	\$ 207,234	150%	150%
Clinical Associate Professor	\$ 69,414	\$ 111,062	\$ 152,710	120%	120%
Clinical Assistant Professor	\$ 64,688	\$ 92,181	\$ 119,674	85%	85%
Clinical Instructor	\$ 62,468	\$ 81,209	\$ 99,950	60%	60%

The School of Nursing faculty salary ranges are being updated based on changes in the market data. The School of Nursing uses the AACN's 75th percentile as their targeted midpoint.

Current Ranges - 12 month

What is the Department reference appt?		What is the Department reference point?		What spread would you like? (Not Less than 60%)	
Ranks	Minimum	Midpoint	Maximum	Range Spread	Max - Min / Min = Range Spread
Professor	\$ 112,208	\$ 196,364	\$ 280,520	150%	150%
Associate Professor	\$ 176,842	\$ 282,948	\$ 389,053	120%	120%
Assistant Professor	\$ 145,059	\$ 206,709	\$ 268,359	85%	85%
Clinical Professor	\$ 94,831	\$ 165,954	\$ 237,077	150%	150%
Clinical Associate Professor	\$ 161,182	\$ 257,892	\$ 354,601	120%	120%
Clinical Assistant Professor	\$ 138,557	\$ 197,444	\$ 256,330	85%	85%
Clinical Instructor	\$ 126,059	\$ 163,877	\$ 201,695	60%	60%

Proposed Ranges - 12-month

What is the Department reference appt?		What is the Department reference point?		What spread would you like? (Not Less than 60%)	
Ranks	Minimum	Midpoint	Maximum	Range Spread	Max - Min / Min = Range Spread
Professor	\$ 121,263	\$ 212,211	\$ 303,158	150%	150%
Associate Professor	\$ 96,895	\$ 155,032	\$ 213,169	120%	120%
Assistant Professor	\$ 87,344	\$ 124,465	\$ 161,587	85%	85%
Clinical Professor	\$ 110,525	\$ 193,419	\$ 276,312	150%	150%
Clinical Associate Professor	\$ 92,552	\$ 148,083	\$ 203,614	120%	120%
Clinical Assistant Professor	\$ 86,251	\$ 122,908	\$ 159,565	85%	85%
Clinical Instructor	\$ 83,291	\$ 108,279	\$ 133,266	60%	60%



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

Enrollment Division and Fall 2022 Class

BOARD OF TRUSTEES MEETING

September 29, 2022

Enrollment Division Overview

What we will share today

Introduce Leadership
in the Division

Fall 2022 Class

Enrollment Division

The Division of Enrollment supports the University's mission and commitment to excellence by attracting, enrolling, and graduating a talented and diverse student body who will become the next generation of leaders, ensuring access and affordability to all students who earn admission, providing resources and information to foster student success, and showing great care to all who come our way.

ADMISSIONS

- Build our community
- Recruit and enroll a talented and diverse class

Jason McGrath

Associate Provost and Director

SCHOLARSHIPS AND AID

- Remove financial barriers
- Reward talent and achievement
- Support life-changing experiences

Jacqueline Copeland

Associate Provost and Director

CAROLINA COLLEGE ADVISING CORPS

- Build a college-going culture at underserved schools across North Carolina

Ni-Eric Perkins

Director

REGISTRAR

- Support student success from registration through graduation

Lauren DiGrazia

Assistant Provost and Director

Supporting the full student life cycle

- Culture of care and belonging
- Welcoming, inclusive front door of the institution
- Strong, collaborative, mission-driven leadership team
- Bridge builders and trusted partners across campus and the community
- Student centered and future focused; supporting paths to graduate school and careers
- Informed by data and humanity





Carolina College Advising Corps

BUILDING A COLLEGE-GOING CULTURE ACROSS NORTH CAROLINA SINCE 2007

- 62 recent graduates serve as advisers
- In 79 high schools in 32 North Carolina counties
- Focus on low-income and first-generation students
- Plans for assured graduate/professional school admissions

Builds a pipeline to enrollment and graduation along with our Carolina Student Transfer Excellence Program (C-STEP), housed in the Office of Undergraduate Admissions, and Carolina Covenant program, in the Office of Scholarships and Student Aid.

Office of Undergraduate Admissions

ACTIVE RECRUITMENT

- Conduct daily on-campus information sessions, tours, and virtual programs
- Reach all 100 NC counties through fairs, high school visits, parent nights, and admissions panels
- Visit every Carolina College Advising Corps school
- Create professional and fun materials for prospective students and families reflecting the strength and breadth of what Carolina has to offer

HOLISTIC APPLICATION REVIEW

- Trained professionals admit a smart, caring, and varied group of students
- Consider everything we know about students' achievements, experiences, potential, and context within which the achievements are realized

EXTENSIVE YIELD PROGRAMS

- Conduct on-campus events to highlight great academics and student life
- Host regional dinners to meet students and families in their communities



Scholarships and Student Aid

- One of only two public institutions that meet the full demonstrated need of students. Central to Carolina mission and national reputation
- Strategic awarding of need-based aid and academic/need-based scholarships
- Coordinates and reports on all financial awards to students (regardless of source); manages complex regulatory and compliance environment
- Provides financial aid counseling and information on financial literacy to students and their families
- Carolina Covenant — providing student support and the opportunity to graduate debt-free from Carolina for students from families with a total income that is at or below 200% of the poverty guideline



 = 44 students

A First-Year Class Without Aid

74%  61%

TOP 10 PERCENT OF CLASS

41%  29%

TOP 10 RANK IN CLASS

12%  9%

VALEDICTORIAN OR SALUTATORIAN

18%  7%

FIRST-GENERATION COLLEGE

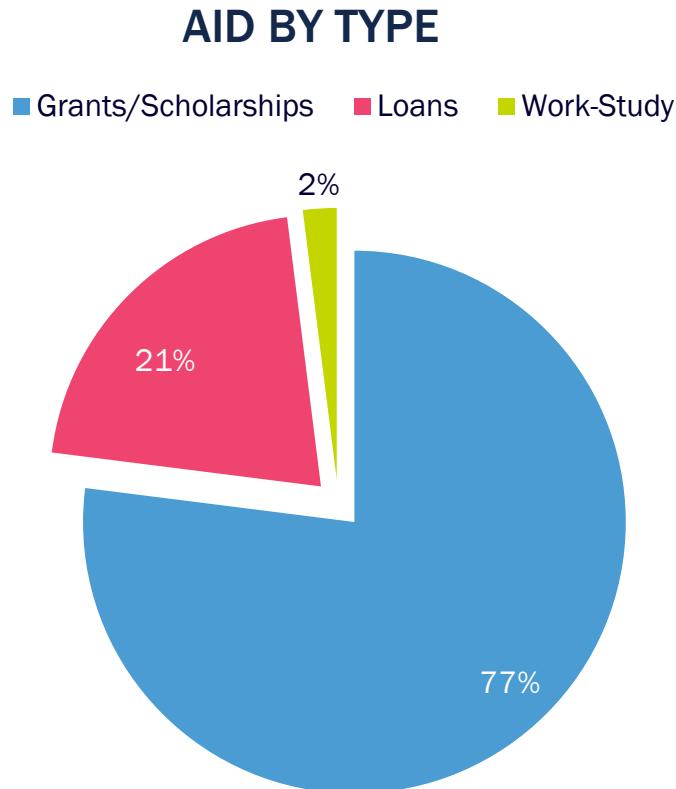
22%  11%

UNDERREPRESENTED MINORITY

36%  25%

RURAL NORTH CAROLINIANS

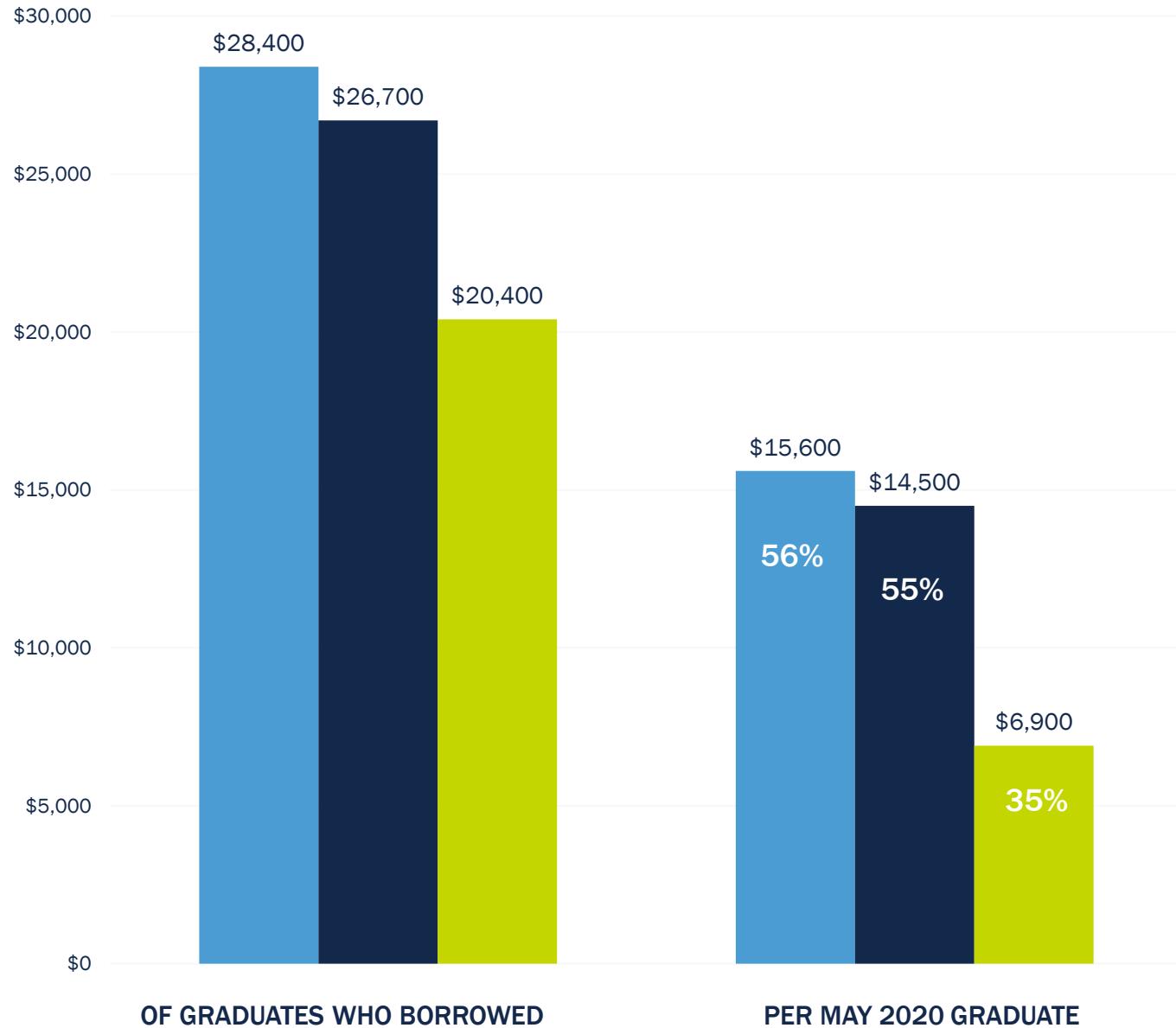
Financial Aid Enhances Reputation



- Carolina ranks 1st for value among top public schools and 5th overall among public institutions in U.S. News & World Report. Kiplinger's Best-Value Public College 18 years in a row due to financial aid strategy.
- At Carolina, 75% of all undergraduates apply for aid and 41% receive some form of need-based financial aid. The average need-based scholarship or grant award is \$15,675.
- Unlike at most peer institutions, the typical Carolina student with financial need receives most of their financial aid as grants or scholarships. Private fundraising is needed to maintain this approach.

Average Cumulative Student Debt (All Sources)

- National Average
- Public Institutions
- UNC Chapel Hill



University Registrar

- Supporting faculty, staff, students (at all levels and in all schools and colleges), and alumni
- Course registration, grading, and analytics
- Degree awarding and diplomas
- Compliance and SACS accreditation; new program implementation; FERPA and security of student data
- Degree tracking
- University calendar
- General purpose classroom scheduling and management
- NCAA, residency, and veteran certification
- Student data and reporting





FALL 2022

Meet Carolina's Newest Class



THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

MEET CAROLINA'S NEWEST CLASS

By the Numbers



60,824 applicants
57,219 first-year
3,605 transfer



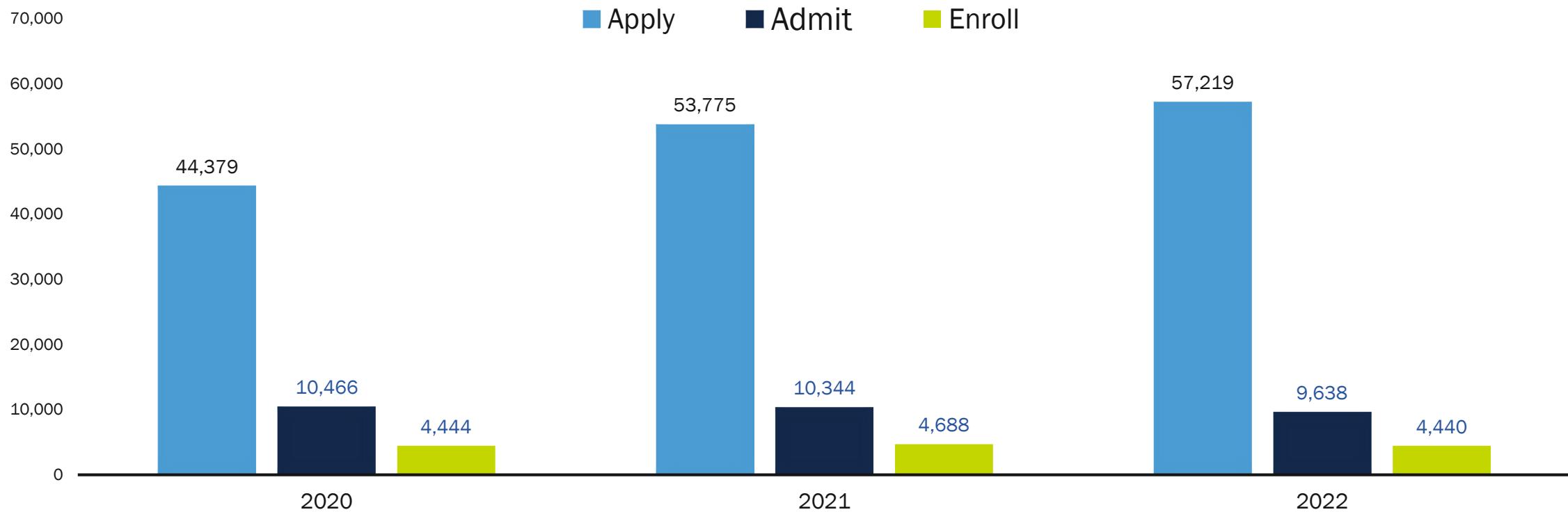
Application increases
6% increase for first-year
3% increase for transfer



5,340 new Tar Heels
4,440 first-year students
900 transfer students

Continued Growth in First-Year Applications

29% APPLICATION INCREASE FROM 2020-2022



2022 First-Year Enrollment by Residency

	Admitted			Enrolled		
	2022	2021	Change	2022	2021	Change
North Carolina Residents	6,094	6,238	-144	3,703	3,763	-60
Non-Residents	3,544	4,106	-562	737	925	-188
Total	9,638	10,344	-706	4,440	4,688	-248

- Residency – 83% NC; 17% OOS
- Yield – Increase of .8% (NC increase .2%; OOS decrease .9%)

An Impressive Group

First-Year Students

12%

Valedictorian
or Salutatorian

74%

Top 10 percent
of class

95%

Took 5+ college-
level courses

76%

Straight As or
All As and one B

Test Scores

Average Highest Reported Continues to Increase

	Fall 2020	Fall 2021	Fall 2022*
North Carolina	1,376	1,412	1,415
Out of State	1,419	1,454	1,468
All	1,384	1,420	1,424

*65% of enrolling first-year
students reported scores.

An Impressive Group

Transfer Students

- 900 enrolling students
- 624 are North Carolina residents
- 276 are non-residents
- Average GPA 3.79
- Average number of transferable hours 48
- 41% brought in 60 or more credit hours





Diverse Backgrounds

- From 86 countries, 49 states and DC, and 98 North Carolina counties
- 40% of North Carolina residents are from rural counties
- 213 first-years attended a Carolina College Advising Corps school
- 323 enrolled from a North Carolina Early College
- 36% of transfers enrolled from a North Carolina community college



Diverse Backgrounds

- 6% are global students
- 21% identify as African-American, Hispanic, or Native American
- 40% are male and 60% are female
- 18% will be the first in their families to earn a four-year degree
- 9% are Carolina Covenant Scholars
- 37% receive need-based aid
- 19% receive Pell grants

Diverse Interests

EXTRACURRICULARS

- 74% community service
- 64% athletics
- 59% paid job
- 45% art, culture, music
- 25% student government

TOP INTENDED MAJORS

- Biology
- Business
- Psychology and Neuroscience
- Computer Science
- Undecided
- Political Science

CAREER INTERESTS

- Physician
- Undecided/Other
- Business Executive
- Lawyer or Judge
- Scientific Researcher
- Computer Programmer
- Business Owner
- Nurse
- Engineer

Last Year's Realities

HOW DID WE DO?

- Gender balance – Improved from 62%–38% to 60%–40%
- Pandemic effect on needy applicants – still seeing a decrease in needy applicants. COVID and economic effects make this the norm at AAU schools.
- Resident and non-resident mix – 83%–17%
- The general education curriculum, course availability – improved technology and data facilitated improvements. Happier first-year students

Future Strategies

- NC Community College and Early College programs
- Summer enhancements
- Review new enrollment funding model and growth strategies with campus partners
- Modest growth in fall 2023 including growth in Carolina Global Launch

THANK YOU



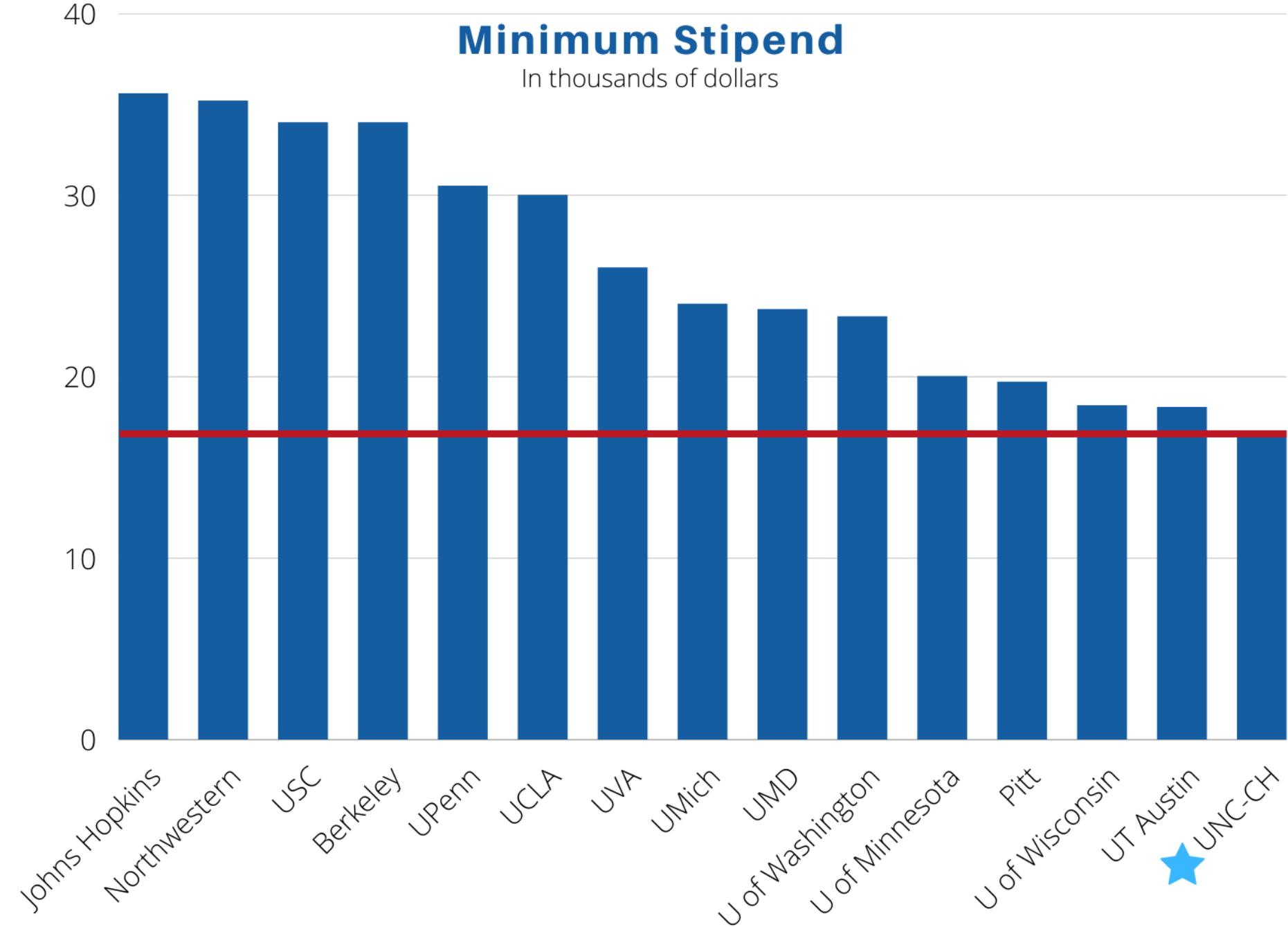
THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL



UNC-CH Minimum Stipend Data

Comparison to Peer Institutions - Raw Stipends

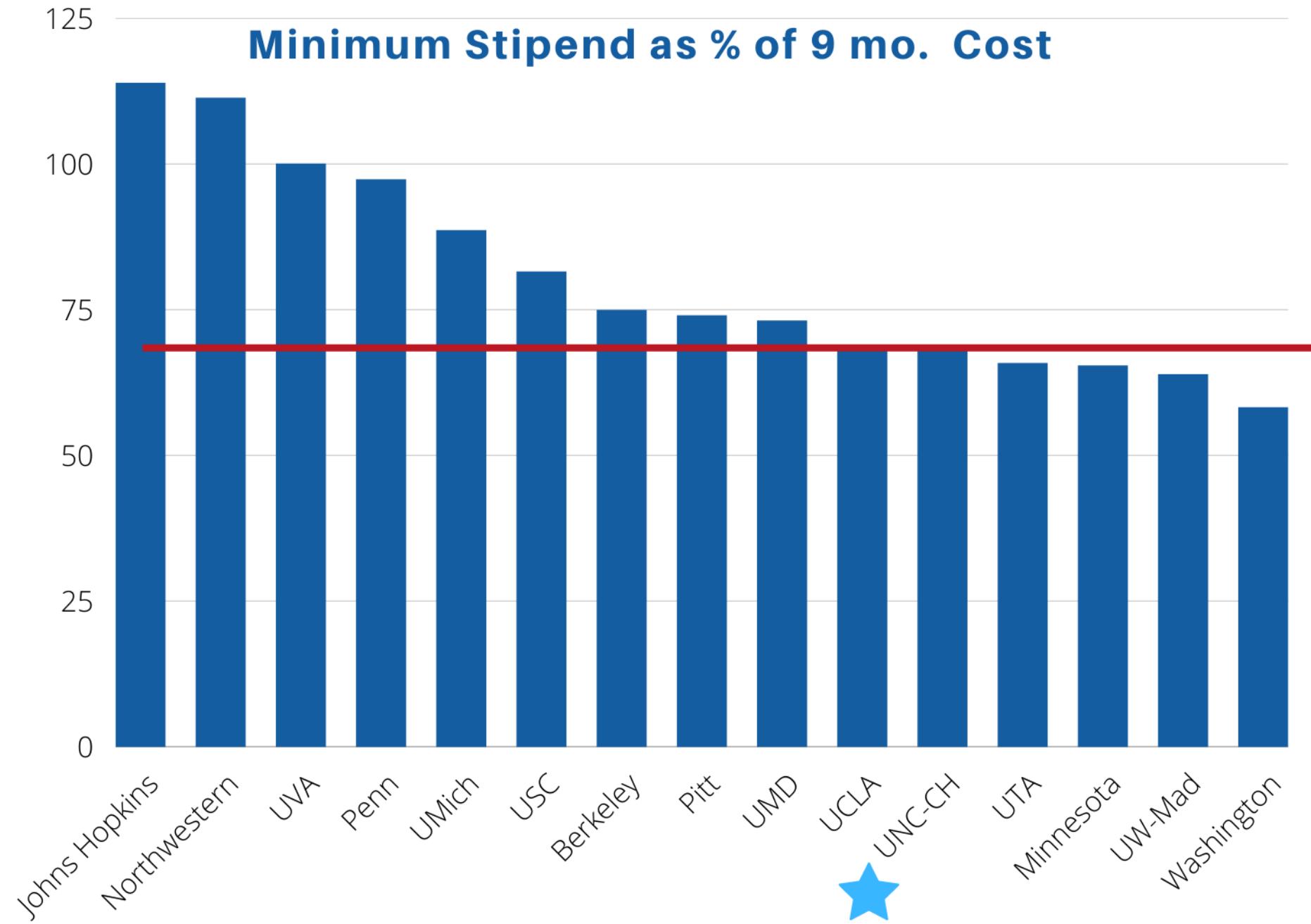
Identified by UNC because of "(a)similarity of mission; (b) quality of faculty, students, and programs; and, (c) research productivity."



Institution	Minimum Stipend (\$)
Johns Hopkins	35600
Northwestern	35196
UC Berkeley	34000
USC	34000
U Penn	30547
UCLA	30000
UVA	26000
U Michigan	24055
U Maryland	23686
U Washington	23274
U Minnesota	20007
U Pittsburgh	19740
UW Madison	18350
UT Austin	18306
UNC Chapel Hill	17000

Comparison to Peer Institutions - MIT, NW, and UNC average

- Adjusted to 9 Month Period
- UNC ranks 11 out of 15



Key Takeaways

- The stipend is not competitive with system-identified peers
- Grad stipend money returns directly to NC economy
 - See forthcoming Economic Impact Report from the Graduate School
- What's needed to propose a reasonable increase?
 - All-funds budget from VC Finance
 - Estimated cost of raising stipend
- For further metrics and questions, tnollert@unc.edu